

Kentucky Commission on Proprietary Education

Meeting Minutes

April 26, 2017

A meeting of the Kentucky Commission on Proprietary Education (KCPE) was held at 300 Sower Boulevard in Frankfort, KY on Wednesday, April, 26, 2017.

COMMISSION MEMBERS PRESENT

Gerria Berryman, Debby Mobley, Sarah Levy, Walter Lee, Brandon Gossett (for Chase Bannister), Cindy Landry and Deputy Secretary Brad Montell. Quorum established.

STAFF PRESENT

Misty N. Edwards, Executive Director and Debbie Garrison, Administrative Assistant
Josh Hurley - Legal Office
Stephanie Belt - Staff Assistant from Budget & Administration Office

GUESTS

Dr. Tom Barron, LCCDL
Rucker Grigsby, Kentucky Healthcare Training
Dr. Don Gash, Kentucky Healthcare Training
Zachary Eckert, Louisville Dental School
Candace Bensel, Executive Director, Kentucky Association of Career Colleges and Schools

CALL TO ORDER

The meeting was called to order at 1:30 p.m. Eastern Time.

MINUTES

A motion was made by Mr. Lee to approve the minutes from the February 22, 2017 meeting. Ms. Berryman seconded the motion. Motion carried.

EXECUTIVE DIRECTOR'S REPORT

- HB238 (Sponsored by Rep. Phillip Pratt) – amended KRS 165A.350 (agent bond) and KRS 165.360 (school surety bond) to allow for the recovery of administrative costs as well as protect the student, parent and guardian in the event of a licensed school closure.
- HB254 (Sponsored by Rep. Dennis Keene) – introduced on February 13, 2017 – to Education (H) – HB254 died in committee.
- Notification was received that the final change of ownership from Brown Mackie College, Hopkinsville, KY to Ross Education, Hopkinsville, KY had been completed.
- Technical Amendments Approved – The physical address on the KCPE forms have been corrected to reflect 300 Sower Boulevard, Frankfort, KY 40601. The technical amendments were approved by LRC and approved forms were uploaded to www.kcpe.ky.gov.

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- Student Protection Fund – Letters requesting additional information have been mailed to all students who have filed claims due to the abrupt closure of Medtech College, Lexington, KY on August 23, 2016.
- Pending in Office – seven (7) applications are pending, three (3) are non-resident, and four (4) are resident, four (4) new programs pending with additional information required and six (6) new renewals.
- Transcript Request – A total of sixty-nine (69) requests were processed with twenty-nine (29) of those being Medtech.
- School Renewals – Schools were notified that annual renewals are due by May 15, 2017.
- National Association of State Administrators and Supervisors of Private Schools (NASASPS)–Executive Director Edwards attended the 2017 annual NASAPS annual conference in Lexington, Kentucky.

FINANCIAL REPORT

Ms. Belt discussed the financial report and no action was required.

APPLICATION FOR RESIDENT SCHOOL

The following application was submitted for the Commission's review and approval:

- Louisville Dental Assistant School, LLC, Louisville, KY

A motion was made by Ms. Landry to approve the application as submitted. Ms. Levy seconded the motion. Motion carried.

APPLICATION FOR NON-RESIDENT SCHOOL

The following application was submitted for the Commission's review and approval:

- Performance Training Solutions, LLC, Reynoldsburg, OH

This application for non-resident school has been tabled until we receive the additional information needed.

APPLICATION TO TRANSFER OWNERSHIP OF A SCHOOL

The following application was submitted for the Commission's review and approval:

- KY Health Training LLC, Lexington, KY

A motion was made by Ms. Berryman to approve the application as submitted. Mr. Lee seconded the motion. Motion carried.

APPLICATION TO CHANGE THE NAME OF A SCHOOL

The following application was submitted for the Commission's review and approval:

- KY Health Training LLC to KY Healthcare Training, Lexington KY

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A motion was made by Mr. Lee to approve the application as submitted. Ms. Mobley seconded the motion. Motion carried.

APPLICATION FOR A NEW PROGRAM

The following application was submitted for the Commission's review and approval:

ATA College, Louisville, KY

- Limited Medical Radiography Diploma

A motion was made by Ms. Mobley to approve the application as submitted. Ms. Levy seconded the motion. Motion carried.

APPLICATION TO CHANGE THE LOCATION OF A SCHOOL

The following application was submitted for the Commission's review and approval:

- Century Real Estate School, Louisville, KY

A motion was made by Mr. Lee to approve the application as submitted. Ms. Landry seconded the motion. Motion carried.

APPLICATION FOR LICENSURE AS A CDL TRAINING SCHOOL SKILLS INSTRUCTOR

The following application was submitted for the Commission's review and approval:

- CDL Training Services & Consulting, Inc., Paducah, KY
 - William M. Snyder

A motion was made by Ms. Mobley to approve the application as submitted. Ms. Landry seconded the motion. Motion carried.

NOTIFICATION TO REVISE AN EXISTING PROGRAM FOR LESS THAN 25%

The following application was submitted for the Commission's review and approval:

- Ross College, Hopkinsville, KY
 - Business Management (Project Management Version)

A motion was made by Ms. Landry to approve the application as submitted. Mr. Lee seconded the motion. Motion carried.

APPLICATION FOR PERMIT TO ACT AS AN AGENT

The following applications were submitted for the Commission's review and approval:

- Ross Medical Education Center, Bowling Green,
 - Chad O. Spencer

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- Ross Medical Education Center, Erlanger, KY
 - Angela McNutt
- Ross Medical Education Center, Erlanger, KY
 - Mallery L. Schulkers
- Ross Medical Education Center, Erlanger, KY
 - Teresa Baker
- Ross Medical Education Center, Cincinnati, OH
 - Mallery L. Schulkers
- Ross Medical Education Center, Evansville, IN
 - Michele M. Pasierb

A motion was made by Ms. Landry to approve all Ross College Agents as submitted. Ms. Levy seconded the motion. Motion carried.

- Louisville Dental Assistant School, LLC, Louisville, KY
 - Lutitia Steele

A motion was made by Ms. Mobley to approve the application as submitted. Mr. Lee seconded the motion. Motion carried.

- Performance Training Solutions, LLC, Reynoldsburg, OH
 - Robert Jackson

This application for non-resident school has been tabled until we receive the additional information needed.

OTHER BUSINESS

1. KSP contract will be renewed to not exceed \$13,110.00 for the dates of 07/01/17 until 06/30/18.
2. Deputy Secretary Montell asked for a report on the Medtech boxes - Executive Director Edwards informed the Commission that 389 boxes had been processed by staff and the electronic transcripts and student accounts had been alphabetized and uploaded to the server.
3. Deputy Secretary Montell informed the Commission that we are in a position to move to the next level with this agency. It may command more investment and personnel down the road with Executive Director Edwards working out of the office more. He commended Executive Director Edwards for her leadership of KCPE.
4. Tess Russell of the legal office advised Executive Director Edwards that the Student Issues Committee should be recognized as the Complaint Committee.

NEXT MEETING

The next meeting is scheduled for Wednesday, May 24, 2017 at 1:30 p.m. Eastern Time at 300 Sower Boulevard, Frankfort, KY.

ADJOURN

A motion was made by Mr. Lee to adjourn the meeting. The motion was seconded by Ms. Mobley. Motion carried.